How to Report

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Mecklenburg County Land Use and Environmental Services Agency





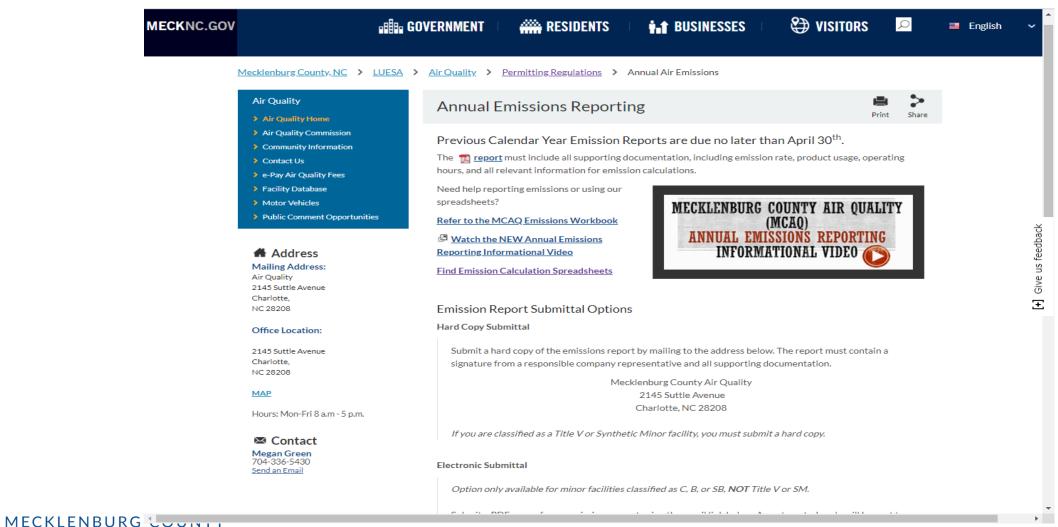
Emissions Reporting

Facility-wide annual emission report due by April 30 each year.

- Submittal Options
- Introducing GovOnline
- Annual Emission Form

Information

• https://www.mecknc.gov/LUESA/AirQuality/PermittingRegulations/Pages/Annual-Air-Emissions.aspx





Submittal Options

True Minor Facilities (classifications **C, B, or SB**) have 3 ways to report:

- Hard copy mailed to MCAQ
- 2. Can submit via email:
 - Submit the report to email address: <u>AnnualAirEmissions@MecklenburgCountyNC.gov</u>
 - Email should include:
 - Attached PDF copy of your report with emissions and signature (remember, supporting documentation is required so we can verify the calculations)
 - Facility Name
 - Facility Address
 - Current Permit No.
 - Any additional information which may aid MCAQ's review of the data Can attach excel spreadsheets.
- 3. Use GovOnline





Submittal Options continued

Synthetic Minor (SM) and **Title V** facilities have 2 ways to report:

- 1. Hard copy mailed to MCAQ
- 2. Use GovOnline (CROMERR approved electronic submittal option)
 - EPA's Cross-Media Electronic Reporting Rule (CROMERR) provides the legal framework for electronic reporting under EPA's regulatory programs. It ensures the enforceability of regulatory information collected electronically by EPA and State/Local government partners.
 - Good News MCAQ's new GovOnline program meets the CROMERR requirements. More information to come about GovOnline.
- Note that we will accept an email ahead of the April 30 deadline, but we
 will need a hard copy or GovOnline submittal soon after. Can send
 spreadsheets or other information via email in addition to hard copy.



Reporting Form

- Annual Emission Report form each year MCAQ attaches this form to your invoice:
 - Signature/Certification page we need responsible official signature
 - Emission Summary page Summary of emissions by Emission Source and Pollutant

	Calendar	Year 201_ Annual Emission Report			
Facility Na	me:	Current Permit Numbe	r:		
		due for each Mecklenburg County facility iis report is due by April 30 for the previou			
	he report shall include all supporting doc levant information for emission calculati	cumentation, including emission rate, prodions.	uct usage, operating hours, and all		
 Use the summary table on the following page to summarize emissions from each emission source or insignificant activity for which you are required to report. You may also create your own summary page for the annual emissions from your facility instead of using MCAQ's annual emission summary table. 					
	What do I need to report?	Where do I find what i	nformation I need to report?		
1.	Emissions emanating from all emission so listed in the facility's current air quality pe	ources will contain the conocting co.	look at the last permit condition. It quirements for all emission		
2.	Emissions emanating from any insignifica activities that have reporting requirements	int the insignificant activities tal	ecordkeeping/reporting column in ole. If there are reporting ficant activities at your facility,		
	ersigned certifies that all information and f formed after reasonable inquiry, are tr	d statements provided on this annual emiss ue, accurate, and complete.	sion report, based on information		
Signature	of Responsible Company Representative	Printed Name	Date		
Meckienburg C 2145 Sut Charlotte, N (704) 3		Return the completed form to: Mecklenburg County Air Quality 2145 Suttle Avenue Charlotte, NC 28208-5237 (704) 336-5430			
	ual Emission Reporting Form	Fax (704) 336-4391	Pg. 1 Rev. 12/15		

Annual Emission Summary Table

Emissi	on Source (as identified in your current Air Quality Permit)		
ID [Example: ES-1]	Description [Example: One (1) 15.0 million Btw/hr boiler capable of burning natural gas or #2 fixel oil]	Pollutant Name [Example: NOx]	Actual Emitted (Ton/yr) [Example: 6.84 ton/yr]

Return the completed form to Mecklenburg County Air Quality Charlotte, NC 28208-523 Fax (704) 336-4391

MCAQ Annual Emission Reporting Form

MEC

Reporting Review

- Hard copies are always accepted
- True Minor facilities can submit via email, or GovOnline
- Title V and SM facilities must send hard copy, or GovOnline
- Signature of Responsible Company Representative
- Annual Emissions (by emission source and total facility-wide)
- Supporting documentation including:
 - Emission rates
 - Product usage
 - Operating hours
 - Other relevant information for emission calculations

Questions?

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